

25X1

Copy 2 of 3

5 December 1955

MEMORANDUM FOR: Finance Division, Accounts Branch

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25X1SUBJECT : - Travel Claim for 22-23 Nov 55.

1. It is requested that subject employee's 144.1 account be credited in the amount of \$65.74. The difference between this claim and the related travel advance of \$75.00, drawn on 21 November 1955, has been liquidated by a refund of \$9.26. (See Receipt No. C-1423 dated 2 Dec 55.)

2. For your protection in taking this action, I certify that there is in the custody of the Project Comptroller a sufficient voucher which is consistent with Agency regulations, approved by an appropriate approving authority and certified by an authorized certifying officer in the amount of \$65.74. This expense is properly chargeable as follows:

<u>TRAVEL ORDER NO.</u>	<u>ALLOTMENT SYMBOL</u>	<u>OBJECT CLASS</u>	<u>AMOUNT</u>
PCS-DCI-Proj 160-56	6-1004-10-001	02.1	\$ 65.74

3. The Security Office has requested that this voucher not be released through normal administrative channels.

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Administrative Officer (Finance)

Distribution:

142 - Addressee

3 - Voucher file

4 file

5 - Chrono

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